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BSS EXAMINER NEWS FINAL

Dear Examiner,

In this edition of BSS Examiner News we say goodbye to Andrea Burrow who is moving on after 15 months. We announce the insurance audit and emphasise the importance of maintaining insurance cover. We point to an examiner survey coming your way and an e-Learning course on Data Protection. We also say well done to David Fuller for rowing the Thames in aid of charity.

Andrea is leaving – we wish her well...



BSS Business and Technical Manager, Andrea Burrow has resigned to take up a position with a local boat builder; her last day will be Friday 7 July. We wish Andrea well for her future which includes getting married in October.

The Office team is very sorry she is going as in her 15 months with us she has made a huge contribution and her influence will continue particularly concerning her work on the Examiner Development Strategy.

The recruitment process to take on her replacement has started and we will have in place the support we need in the interim period. For anyone who may be interested to apply for the job, please take a look at the job advert to learn more about the role and the necessary skills and qualifications; click [here](#) .

Insurance audit is underway – you may be contacted

Professional indemnity and public liability insurance cover must be in place and your insurance details on Salesforce must be maintained accurately and up to date.

Auditing has already taken place concerning those BSS Examiners having policies with Michael Hall Associates Limited and Mercia Marine Underwriting Limited and so for examiners with these policies the onus is purely to maintain the cover and update Salesforce with any changes.

For those having and Winter & Co (Marine) Ltd 'block' policy or who have independently arranged cover may expect to be contacted and asked to provide evidence of cover to verify the accuracy of the details entered online on the Salesforce 'Current Details' tab.

The results of auditing are not improving year on year. Accordingly, we are having to take a tougher line with examiners who persistently fail to maintain their insurance cover.

Around five examiners are to be warned that they risk having their BSS authorisation permanently removed by the BSS Management Committee Executive Panel, should they a) fail to maintain insurance cover and b) there is a proven breach of the BSS Examiner Conditions of Registration.

Messages and Alerts

Who is guarding you? Are your insurance policies in date? Do they cover BSS activities? Have you updated the policy expiry dates on your current details?

Examiner survey coming soon – we need your help

The BSS Office is working with examiner body reps and others to agree the nature of a survey of all BSS Examiners about their profile and future plans and about their attitudes toward the Scheme, the Examiner’s work and how things in general could be improved.

The survey will support future planning and will influence improvements affecting the interaction between the BSS Office and examiners and between BSS Examiners and their customers.

Watch out for the link to the survey before the end of the summer.

Data protection training is on the way for all BSS Examiners



Examiners handle ‘personal data’ routinely but many are not aware that they have a legal obligation to handle this the right way, or indeed that the information on BSSERs or in your Outlook contacts list, is ‘personal data’.

In May next year the General Data Protection Regulation will replace the Data Protection Act and examiners must understand what it means for them and how to stay within the law.

We are developing a simple and short e-Learning course with a partner company. Rob and I have already tested out a general version and we rate it. We now adapting some of the elements specifically to BSS situations to make it more relevant to you. The link to this mandatory course should be with you by the end of the summer.

For more information about your current data protection rules you can visit this link

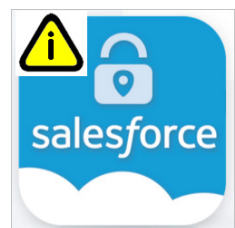
<https://www.gov.uk/data-protection/the-data-protection-act>

Wannacry – hopefully your computer escaped the recent troubles?

Hopefully your computer escaped being held for ransom by the criminals behind the Wannacry or Wannacrypt lock-down encryption bot that a few weeks ago, managed to infect many NHS and other computers around the world. However, the attack points to the need to always be on your guard and have good device security.

Part of the process is keeping up to date with systems and software. When offered updates by the official software providers like Microsoft, Macintosh, Mozilla and Android, it is best to take advantage of the updates that often contain security patches. Check today to see if you have the latest versions.

It’s important you know what TLS stands for. It is “Transport Layer Security”, a means to provide privacy and data integrity between two applications. It’s the world’s most widely used security protocol and is part of internet browsers and other applications. TLS ensures that a connection is made to the intended endpoint through encryption and endpoint ID verification. The versions of TLS, to date, are TLS 1.0, 1.1 and the latest is 1.2.



Why do you need to know this? On 22 July Salesforce is switching off support for the oldest and vulnerable version, TLS 1.0. This means after that date if your internet browser is using TLS 1.0, you won’t be able to load your examination results.

Over the past few months we have been monitoring everyone who has been using TLS 1.0, so by Wednesday next week, we are going to write to the affected people to tell them they need to update their security protocols with some tips on how to do this. If you want to act in advance, you can try the SF [test site](#) – which has TLS 1.0 disabled. If you see the success message without errors and with a nice big tick, access to Salesforce via your browser should not be impacted by this change, and no action is required.

If you’ve got problems you’ll be directed to a website with advice to follow.

Bulk delivery of examination materials – update

This year the annual dispatch of examiner materials is planned to take place during July or August, but you will be advised nearer the date when the delivery is about to go out and when to expect its arrival. This year we are planning to hand the process over to a third-party fulfilment contractor.

In order that the materials fully meet your annual needs we will once again shortly be asking you to confirm our assessment of your needs, in advance of the materials being dispatched.

To prepare for the delivery, please check your instructions regarding courier delivery in the Courier Delivery section on the 'Current Details' tab on Salesforce.

In the meantime, if you are getting very low on materials and can't wait for the bulk delivery please order supplies in the normal way via Salesforce. No charge will be applied for these interim orders.

Duplicate BSSER requests – Examiners can help their customers

The BSS Office receives at least two requests per day from customers wishing a copy of their boat's BSSER. This is an admin task we would rather avoid because for Data Protection reasons, it involves verifying the right of the enquirer to receive the information and often this involves contacting the licensing authority for them to confirm the name and address of the owner.

If one of your customers is seeking a copy of the BSSER remember that you are fully entitled and able to offer it as a service. All you need to do is to visit the relevant Examination Report page, don't edit it, just run the Conga merge and you'll produce the BSSER identical to the original – you are not charged for Conga merges. This can be emailed as a PDF document to the customer or printed off and sent in the post as per usual.

However, you must be sure that the person seeking a copy is indeed your customer (spot the data protection theme). You are not entitled to provide the BSSER to any other person. So be 100% sure that you are dealing with your customer, for example that they can accurately identify the boat name and index number and BSSER number and that you have on record their name, address, email address or mobile number.

David Fuller's Charity Row... with Old Father Thames




Congratulations to David Fuller (BSS Lead Quality Control Assessor) and especially to his daughter Amy (14) for rowing the River Thames for 128 miles from Lechlade in Gloucestershire to Teddington, west London, in a lovely 140 year old Thames skiff during Whitsun week.

I volunteered to help with an 80 mile stretch from Abingdon over four days and managed to survive despite my lack of preparation for the event.

The row was in memory of David's dad who died last year and was a fund-raiser for Parkinson's UK. The Fuller family owned boats on the Thames in David's younger years and he wanted to re-live that experience in his dad's honour. <https://www.justgiving.com/fundraising/thamesrowchallenge>

Special thanks to BSS Examiner Ron Gooding who provided his boat for use as a support boat for the row.

Best regards,

A handwritten signature in black ink that reads "G.A. Watts". The signature is written in a cursive style with a horizontal line underneath the name.

Graham Watts, BSS Manager